

TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman-(954) 797-1016

SUBJECT: Resolution

TITLE OF AGENDA ITEM:

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BIDS FOR JANITORIAL SERVICES FOR TOWN HALL BUILDINGS.

REPORT IN BRIEF:

A competitive bid was conducted for janitorial services for various Town Hall buildings. The Town sent out twenty-nine (29) bids. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received eight (8) responses (seven (7) bids and one (1) "no bid" response). The bid from She & She Cleaning Services was determined to be non-responsive as it did not contain required information on the bid page. The recommendation is a split award with Jigga Cleaning Service, Inc. for the Police Department building and Nelson & Son Janitorial Service awarded the balance of the buildings. The initial contract is a two (2) year agreement with an option to renew for an additional two (2) year term by mutual agreement of the parties. Extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by the Town Council.

PREVIOUS ACTIONS:

Not applicable.

CONCURRENCES:

The recommended award has been reviewed by the Public Works/Capital Projects Manager and the Bid Specification Committee who concur with the decision to split the award between Jigga Cleaning Service, Inc. and Nelson & Son Janitorial Service.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost-\$41,184.00/yr.

Account Name: Public Works Department-Building Maintenance Interior Account

Public Works Department-Contractual Services Account

Police Department-UT-Maintenance Charges Account

Additional Comments: Not applicable

RECOMMENDATION(S):

Motion to approve the resolution.

Attachment(s):

Resolution

Procurement Authorization

Bid Tabulation

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BIDS FOR JANITORIAL SERVICES FOR TOWN HALL BUILDINGS.

WHEREAS, the Town is in need of janitorial services for various Town Hall buildings; and

WHEREAS, the Town solicited sealed bids for such janitorial services; and

WHEREAS, after review, the Town Council wishes to accept the bids from Jigga Cleaning Service, Inc. and Nelson & Son Janitorial Service.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby accepts the bid from Jigga Cleaning Service, Inc. for janitorial services for the Police Department building in the amount of \$27,000.00/yr. and accepts the bid from Nelson & Son Janitorial Service for all other buildings in the amount of \$14,184.00/yr. Should either of the contractors default for any reason during the term of this agreement, the Town will award to the next lowest bidder.

SECTION 2. The initial contract term is two (2) years with an option to extend the contract for an additional two(2) year term by mutual agreement of the parties. Contract extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by Town Council.

SECTION 3. The Town Council hereby authorizes the expenditure from the Police Department-Utilities Maintenance Charges Account, Public Works-Building Maintenance Interior Account, and Public Works-Contractual Services Account.

SECTION 4. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2001

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2001

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

71 - UT MAINT. CHARGE 5205210150 JANITORIAL SERVICES. \$38,000.00
 BLDG MAINT. INTV. 5402398940130 35,000.00
 PW - CONT. SER. 104010585300306 3,500.00

ACCOUNT NUMBER. BUDGET ITEM & DESCRIPTION APPROXIMATE COST
 METHOD OF PROCUREMENT (check the one that applies)

- ☒ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source
☐ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed B. Burrell
 Department Head

Have Funds been Reserved Yes

Date 1/18/02 Signed [Signature]

Signed [Signature]
 Town Administrator

VENDOR	BIDS SUBMITTED	COST
NELSON + SONS JANITORIAL SERVICES	/	SEE
JIGGA CLEANING SERVICES		ATTACHED
UNITED MAINTENANCE SYSTEMS, INC.		BID
PERM-A-CARE		TABULATION
BUILDING SERVICES INTERNATIONAL		
SOUTH FLORIDA MAINTENANCE SERVICE		
* SAE + SAE CLEANING SERVICES		No BID
SOUTH FLORIDA CLEANING SYSTEMS		

* NON RESPONSIVE BIDDER - OMITTED REQUIRED INFORMATION IN THE BID PAGE

Signed [Signature]
 Procurement Manager

TOWN ADMINISTRATOR'S RECOMMENDATION

Vendor	Cost
JIGGA CLEANING SERVICES (POLICE BLDG)	\$27,000.00/YR.
NELSON + SONS JANITORIAL SERVICES (BALANCE OF SERVICES)	\$14,184.00/YR.

Signed _____
 Town Administrator

